

Trends in  
International  
Mathematics  
and Science Study  
(TIMSS)  
2011

For additional information, go to <http://nces.ed.gov/timss>.



Timeline of Activities

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For questions about TIMSS 2011,  
contact the TIMSS Information Hotline  
at 1-888-369-5033  
or email [TIMSS-PIRLS@westat.com](mailto:TIMSS-PIRLS@westat.com)



TIMELINE OF SCHOOL ACTIVITIES

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	After agreement to participate	Prior to assessment day	Assessment day	Benefits
Principal	<ul style="list-style-type: none"><li>■ Identifies a school coordinator. The school coordinator works with Westat assessment staff to plan for the assessment.</li></ul>	<ul style="list-style-type: none"><li>■ Completes a brief School Questionnaire (about the characteristics of the school, its enrollment, resources, policies, and learning environment).</li><li>■ Arranges assessment day space.</li></ul>	<ul style="list-style-type: none"><li>■ Confirms space for assessment is problem-free.</li><li>■ If necessary, helps to ensure all sampled students attend the assessment session.</li></ul>	<ul style="list-style-type: none"><li>■ Receives a \$200 check for the school.</li><li>■ Represents other similar U.S. schools.</li><li>■ Receives feedback based on the performance of students in your school that took the TIMSS assessment.</li><li>■ Receives U.S. national report with final results.</li></ul>
School coordinator	<ul style="list-style-type: none"><li>■ Works with Westat assessment staff to select an assessment date convenient for the school.</li></ul>	<ul style="list-style-type: none"><li>■ Completes Class Listing Form and Student Listing Forms and returns these to Westat (via fax, mail, or email).</li><li>■ Ensures parents are notified that their children have been selected for the assessment.</li><li>■ Works with assessment staff to identify students with special education needs.</li><li>■ Meets with students/teachers as necessary to provide information about the study.</li></ul>	<ul style="list-style-type: none"><li>■ Collects completed School and Teacher Questionnaires and returns them to assessment staff.</li><li>■ Ensures all sampled students attend the assessment session.</li><li>■ Meets with assessment staff and reviews the assessment.</li></ul>	<ul style="list-style-type: none"><li>■ Receives a \$100 personal check.</li><li>■ Receives U.S. national report with final results.</li></ul>
Teachers of sampled classes	—	<ul style="list-style-type: none"><li>■ Complete Teacher Questionnaires and returns them to the school coordinator prior to assessment day.</li></ul>	—	<ul style="list-style-type: none"><li>■ Represent the United States in the international study.</li></ul>
Students	—	—	<ul style="list-style-type: none"><li>■ Students of the selected classes attend the assessment session and complete the assessment and Student Questionnaire.</li></ul>	<ul style="list-style-type: none"><li>■ Receive a small thank-you gift.</li><li>■ Represent the United States in the international study.</li></ul>
Westat assessment staff <small>(contracted by the U.S. Department of Education's National Center for Education Statistics to conduct the study and support participating schools)</small>	<ul style="list-style-type: none"><li>■ Work with the school to set an assessment date.</li><li>■ Help school coordinator with assessment details.</li><li>■ Protect school and student confidentiality.</li></ul>	<ul style="list-style-type: none"><li>■ Call the school coordinator to discuss assessment day space and student participation.</li><li>■ Select classroom sample and notify school of selected classes.</li><li>■ Provide School and Teacher Questionnaires to the school coordinator for distribution.</li></ul>	<ul style="list-style-type: none"><li>■ Conduct assessment from start to finish.</li><li>■ Furnish all the assessment materials, pencils, and test booklets.</li><li>■ Conduct a brief followup interview with the school coordinator at the end of the assessment.</li><li>■ Maintain security of all materials.</li></ul>	—